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### Administrative Notes, March 19th, 1979

University of Texas at Tyler

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**TEXAS EASTERN UNIVERSITY**  
3900 UNIVERSITY BOULEVARD • TYLER, TEXAS 75701 • 214/566-1471

OFFICE OF THE PRESIDENT

March 19, 1979

To: Board of Regents, Texas Eastern University  
From: James H. Stewart, Jr.   
Subject: Administrative Notes

I. Board of Regents Meeting

A special called meeting of the Texas Eastern University Board of Regents has been scheduled for 2:00 p.m. Wednesday, March 28, 1979 in the Board of Regents Room. The agenda with the official announcement of the meeting will be placed in the mail to each of you tomorrow (Tuesday, March 20, 1979).

II. Faculty Contracts

Since the matter of faculty contracts was brought up for discussion at last week's Board of Regents meeting, I wish to summarily review the procedures utilized relative to institutional contractual obligations. Basically, the president of the university is required under Board of Regents bylaws to recommend faculty members as well as other organizational employees on an annual basis. These recommendations are made when the institutional budget is presented for approval each year. The budget, of course, is prepared through work with the board's Finance and Appropriations Committee and is presented by this committee to the full board. Preparation of the budget is normally accomplished in time for board consideration at the July board meeting. During a year when the legislature is in session, however, this schedule is not always predictable because special sessions can sometimes prevent final budget preparation until after July.

In regard to available resources for a given fiscal year, I point out that funds are appropriated by the legislature to Texas institutions of higher education on a "base period" allocation. The "base period" is a period that precedes the two fiscal years of a biennium. Therefore, resources available for budgetary purposes are "earned" on the basis of

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enrollment prior to the period for which a budget is written. For example, funds to be budgeted for the coming two fiscal years, September 1, 1978 through August 31, 1979 and September 1, 1979 through August 31, 1980, will be appropriated by the legislature during the current session on the "base period" which includes the enrollments for both summer sessions of 1978, Fall Semester 1978 and Spring Semester 1979. Therefore, the appropriation for our institution is a known quantity at the time the budget is recommended because it is based on enrollments that have already been generated; and of course, a budget is always recommended within available income relative to the "base period" utilized by the legislature in funding our institution for the ensuing biennium. It is positive to note that Texas Eastern University experienced a 16 percent growth in semester credit hour production over the "base period" year (1976-77) utilized to fund our program for the current biennium.

### III. Annual Report on Nursing Program

At the March 8, 1979 meeting of the Board of Nurse Examiners for the State of Texas, the annual report of our Texas Eastern University baccalaureate degree program for registered nurses was considered, and I am pleased to report that the Nursing Board reached a decision to continue full accreditation of our nursing program. As you are aware, the Texas Eastern program for nursing education is an important part of our academic endeavors, and this positive action by the State Board of Nurse Examiners is indicative of the quality work conducted by this department.

### IV. Report from Resident Engineer

Attached is a report from the director of physical plant and resident engineer for the week ending March 2, 1979.

JHS:rc

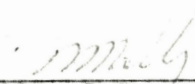
Attachment

CONSTRUCTION PROGRESS REPORT  
PHASE II  
Week Ending: March 16, 1979

SCIENCE/MATH: Plumbing work associated with laboratory casework is approximately 95 percent complete. Environmental control room installation work is essentially complete. Electrical finish work continues on the first floor. Openings into the existing HPR Building have been made on both floors and drywall framing of the openings is essentially complete. Floor covering work is nearing completion. Ceiling installation is approximately 95 percent complete. Glass doors have been installed on the first floor display case. The first floor lobby wall has received an accent paint coat and the lobby tackboard has been hung. Closures are being installed on interior doors.

BUSINESS: Installation of exterior window glass is approximately 75 percent complete. Plasterers are working on second floor soffits at the west end of the building. Duct work is essentially complete. Johnson pneumatic control work is over 95 percent complete. Electrical rough-in work is in progress. Precast flooring for the lecture hall deck has been poured. Miscellaneous carpentry work is in progress.

SITework: Some trees were planted immediately west of the Sciences and Mathematics Building. Road "B" work continues to be slowed by wet ground conditions.

  
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L. J. Grubbs, P.E.  
Director of Physical Plant  
and Resident Engineer

LJG/dlw

cc: Dr. James H. Stewart, Jr.  
Mr. John R. Sawyer